
Downtown Vehicle Parking District
Parking Reorganization Plan/Policy
Effective Date July 1, 2013



**Downtown Vehicle Parking District
Parking Reorganization Plan/Policy
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POLICY

**Downtown Vehicle Parking District
Parking Reorganization Plan/Policy
Effective Date July 1, 2013**

Purpose:

The purpose of this plan is to provide organization for parking in the downtown and give businesses and residents in the downtown a parking enforcement tool to utilize as needed. The plan is designed to provide a designated parking area for all employees and residents in the downtown and allow for customer parking in the spaces closest to the entrances of businesses they are patronizing. This policy will be reviewed for revision by the Vehicle Parking District board annually or as needed.

Parking will be provided for customers, employees and residents in the downtown as follows:

Customer Parking:

Customer parking is free parking with no cost or fee to customers.

Customer parking will be permitted on all streets in the downtown and in those areas in parking lots marked as set aside for customers.

Customer parking in the parking lots will be clearly marked with white striping and green signage that clearly provides information on the color coding plan used for marking customer parking and employee/resident only parking.

Employee and Resident Parking:

Employee and Resident parking is provided for with areas set aside in parking lots for which a permit per parking space must be purchased.

Employee and Resident parking will be off street parking. This off street parking for employees and residents will be in "permit- required" parking areas of designated parking lots in the downtown vehicle parking district. Employee parking areas in these lots will be clearly marked with yellow striping and red signage clearly designating these areas as reserved for employee permit parking only. Resident parking areas in these lots will be clearly marked with blue striping and blue signage clearly designating these areas as reserved for resident permit parking only. Employees and residents will pay a parking fee and receive a permit tag to hang on the rear view mirrors of their vehicles. Permit tags are required to be clearly visible at all times employees and residents are using a permit required parking space.

Employees and residents are allowed to park in downtown spaces other than their designated areas when they are customers in the downtown.

Employee/Resident Parking Rates:

Parking fee rate will be effective for one year periods of time and will be set or renewed annually by the Downtown Vehicle Parking District board an advisory/recommendation board to the City of Norfolk.

The annual rate is as follows:

\$15.00 per quarter/ \$55.00 per year (one month free on one year fee payments received in advance)

The calendar year for the fee is July 1st through June 30th of the following year. Anyone interested in purchasing a permit should contact the City of Norfolk at 402-844-2000.

Downtown Businesses and Residents located within the Vehicle Parking District boundaries will be given first priority for space in the Vehicle Parking District owned parking lots.

Enforcement:

Vehicles parked in customer parking areas for more than 2 hours, whether on street or off street or in reserved employee/resident parking will be given a courtesy card for a first time offense. The courtesy card has information reminding the driver of the vehicle not to park in the customer, employee or resident parking area and provides contact information for obtaining a parking space and parking permit in the downtown.

Vehicles that continue to park in free customer, employee or resident parking after receiving a courtesy card notice on their vehicle will be ticketed by Norfolk Police Department.

All Businesses in the downtown are provided courtesy cards to place on vehicle windows and are the reporting agents to contact Norfolk Police Department to report vehicles that are repeat offenders parking in customer designated parking or employee/resident parking spaces without a permit tag.

Hours of Enforcement:

Monday through Friday 6:00 a.m. to 6:00 p.m.

All parking (except for Resident Parking) is open parking and is not subject to the Parking Reorganization Plan for hours prior to 6:00 a.m. or after 6:00 p.m. Monday through Friday or any hours on Saturday and Sunday. Parking on any downtown streets will not be permitted between the hours of 2:00 am to 6:00 am. In case of snow emergency City of Norfolk City wide parking regulations will be enforced in the Downtown.

Customers Ticketed:

The first reported parking violation any vehicle receives while parked in two hour limit parking or employee parking area in the downtown will have a fine of zero dollars (\$0.00) each. These violations will be recorded by the Norfolk Police Department and a ticket will not be issued for these violations. All tickets received after the first reported violation will have a fine of \$25.00 each. This rate may be adjusted by the Vehicle Parking District. This is to minimize the chance that any customer in the downtown will pay for a parking ticket received in the downtown. Parking violations in Resident Parking will be ticketed for the first reported violation.

Guest Parking:

Vehicles of persons attending meetings or doing construction projects at businesses located in the downtown during hours of parking enforcement will be allowed to park on downtown streets. Meeting attendees or construction workers should display a "Visitor" parking tag on the rear view mirror of their vehicle. Vehicles displaying a current "Visitor" parking tag in their vehicle will not be ticketed. Visitor parking tags will be provided to businesses by the Vehicle Parking District board upon request. Businesses conducting meetings or with construction projects will be responsible for contacting the Vehicle Parking District board and ensuring that vehicles of those attending meetings or doing construction at their business have a "Visitor" tag. To obtain "Visitor" parking tags contact the Norfolk Area Chamber of Commerce at 402-371-4862.

Effective Date: July 1, 2013

The Vehicle Parking District reserves the right to make changes to this policy as needed.

BUSINESSES IN LOTS

**Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013**

Effective Date: July 1, 2013

Parking Lot A

Address: 4th St. & Railroad / Wacker Building – South Lot

Businesses in Parking Lot A

<u>Business</u>	<u>Number of Spaces</u>
None	

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot A and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot A for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot A tag if the vehicle continues to park in Lot A after a courtesy warning.

Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013

Effective Date: July 1, 2013

Parking Lot B-1

Address: 5th St. & Braasch Ave. – West Lot

Businesses in Parking Lot B-1

<u>Business</u>	<u>Number of Spaces</u>
Century Lumber	9
Ravenwood	1
Shopper	9
Interiors Inc.	1
Franc's	7
Liberty Center (CPP)	26
2 nd Act	1
Select Fitness	2
Craft Gallery	1
Edward Jones	5
Dollar General	4
Styles by Chris	1
Play Therapy	5
Granada Apartments	<u>16</u>
	88
Primerica Financial Services	2 Handicapped
Watkins	1 Handicapped

Per Space Fee Schedule:

\$15.00 per Quarter

\$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot B-1 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot B-1 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot B-1 tag if the vehicle continues to park in Lot B-1 after a courtesy warning. **Overflow parking for Lot B-1 is available in Lot C-1. Vehicles with a Lot B-1 parking tag will not be ticketed for using Lot C-1 when Lot B-1 is full.**

**Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013**

Effective Date: July 1, 2013

Parking Lot B-2

Address: 4th St. & Braasch Ave. – North Lot

Businesses in Parking Lot B-2

<u>Business</u>	<u>Number of Spaces</u>
Connecting Point	20
Liberty Center	<u>5</u>
	25

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot B-2 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot B-2 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot B-2 tag if the vehicle continues to park in Lot B-2 after a courtesy warning. **Overflow parking for Lot B-2 is available in Lot C-1. Vehicles with a Lot B-2 parking tag will not be ticketed for using Lot C-1 when Lot B-2 is full.**

**Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013**

Effective Date: July 1, 2013

Parking Lot C-1

Address: 4th St. & Alley *(between Braasch & Norfolk)*

Businesses in Parking Lot C-1

<u>Business</u>	<u>Number of Spaces</u>
Kensington	48
Norfolk Housing	<u>7</u>
	55

Per Space Fee Schedule:

\$15.00 per Quarter

\$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot C-1 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot C-1 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot C-1 tag if the vehicle continues to park in Lot C-1 after a courtesy warning.

Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013

Effective Date: July 1, 2013

Parking Lot C-2

Address: 3rd St. & Alley (*between Norfolk & Braasch*)

Businesses in Parking Lot C-2

<u>Business</u>	<u>Number of Spaces</u>
Healthy Paws	3
Downtown Coffee Company	4
Jorgensen Rod Shop & Upholstery	1
Roger Prince	1
Ralph Brown	1
Thomas Johnson	<u>1</u>
	11

Per Space Fee Schedule:

\$15.00 per Quarter

\$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot C-2 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot C-2 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot C-2 tag if the vehicle continues to park in Lot C-2 after a courtesy warning. **Overflow parking for Lot C-2 is available in Lot C-1. Vehicles with a Lot C-2 parking tag will not be ticketed for using Lot C-1 when Lot C-2 is full.**

**Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013**

Effective Date: July 1, 2013

Parking Lot D-1
Address: 2nd St. & Braasch Ave.

Businesses in Parking Lot D-1

<u>Business</u>	<u>Number of Spaces</u>
Trendz	4
Dance Etc.	4
Credit Bureau	15
Harbor Bar	2
Environmental Services	1
Liberty Center	<u>11</u>
	37

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot D-1 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot D-1 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot D-1 tag if the vehicle continues to park in Lot D-1 after a courtesy warning.

**Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013**

Effective Date: July 1, 2013

Parking Lot D-2
Address: 1st St. & Norfolk Ave.

Businesses in Parking Lot D-2

<u>Business</u>	<u>Number of Spaces</u>
Reeder Originals	1
MK's Cupcakery	3
Digital Solutions	1
Window World	1
Leon's	3
KookaBurra's	<u>2</u>
	11

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot D-2 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot D-2 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot D-2 tag if the vehicle continues to park in Lot D-2 after a courtesy warning.

Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013

Effective Date: July 1, 2013

Parking Lot E

Address: 5th St. & Madison Ave.

Businesses in Parking Lot E

<u>Business</u>	<u>Number of Spaces</u>
Western Office	6
Madonna's	6
Healthworks	4
Carney Law	3
Century Links	4
Mohawk Apts.	14
Gobs and Gobbs	2
Simply Unique	3
Granada	4
Hales Inc.	1
Heartland Fire Protection	2
Tax Quest	3
Envisions	<u>12</u>
	64

Per Space Fee Schedule:

\$15.00 per Quarter

\$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot E and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot E for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot E tag if the vehicle continues to park in Lot E after a courtesy warning. **Overflow parking for E is available in Lot H or Lot I-2. Vehicles with a Lot E parking tag will not be ticketed for using Lot H or Lot I-2 when Lot E is full.**

**Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013**

Effective Date: July 1, 2013

Parking Lot F

Address: 3rd St. & Norfolk Ave.

Businesses in Parking Lot F

<u>Business</u>	<u>Number of Spaces</u>
Natural Littles	3
Midwest Music	5
Napoli's	4
Grace Community Church	3
USBank	9
United Way	1
Oasis Counseling	18
Paulyn's	3
Wells Fargo	13
DEG	5
Healthy Paws Tenants	<u>2</u>
	65

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot F and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot F for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot F tag if the vehicle continues to park in Lot F after a courtesy warning.

Overflow parking for Lot F is available in Lot I-2. Vehicles with a F parking tag will not be ticketed for using Lot I-2 when Lot F is full.

**Downtown Norfolk Vehicle Parking District Reorganization Plan
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Effective Date: July 1, 2013

Parking Lot G

Address: 3rd St. & Madison Ave. – Southwest Lot

Businesses in Parking Lot G

<u>Business</u>	<u>Number of Spaces</u>
CFMC	2
Joseph's Beauty College	20
Firestone	6
Power Computing	3
Nebraska Central Railroad	<u>8</u>
	39

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot G and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot G for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot G tag if the vehicle continues to park in Lot G after a courtesy warning. **Overflow parking for Lot G is available in Lot I-2. Vehicles with a Lot G parking tag will not be ticketed for using Lot I-2 when Lot G is full.**

**Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013**

Effective Date: July 1, 2013

Parking Lot H

Address: 6th St. & Madison Ave.

Businesses in Parking Lot H

<u>Business</u>	<u>Number of Spaces</u>
Norfolk Daily News	20

Per Space Fee Schedule:

\$15.00 per Quarter

\$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot H and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot H for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot H tag if the vehicle continues to park in Lot H after a courtesy warning.

Downtown Norfolk Vehicle Parking District Reorganization Plan

January 9, 2013

Effective Date: July 1, 2013

Parking Lot I-1

Address: 4th St. & Madison Avenue

Businesses in Parking Lot I-1

<u>Business</u>	<u>Number of Spaces</u>
McMill Building	28
Envisions	12
Well Link	4
Food Pantry	3
Lloyds Barber Shop	1
Veterans Services	2
Western Office	4
Zwygart & Associates	1
City of Norfolk Tenant	<u>9</u>
	64

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot I-1 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot I-1 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot I-1 tag if the vehicle continues to park in Lot I-1 after a courtesy warning. **Overflow parking for Lot I-1 is available in Lot I-2. Vehicles with a Lot I-1 parking tag will not be ticketed for using Lot I-2 when Lot I-1 is full.**

Downtown Norfolk Vehicle Parking District Reorganization Plan
January 9, 2013

Effective Date: July 1, 2013

Parking Lot I-2
Address: 3rd St. & Madison Ave.

Businesses in Parking Lot I-2

<u>Business</u>	<u>Number of Spaces</u>
Al Anon	3
Midwest Music	1
DEG Enterprises	<u>5</u>
	9

Per Space Fee Schedule:

\$15.00 per Quarter \$55.00 Pre-paid Annual Rate

To reserve a space in Parking Lot I-2 and receive a Parking Pass Hanger for a quarter year or full year send payment to :

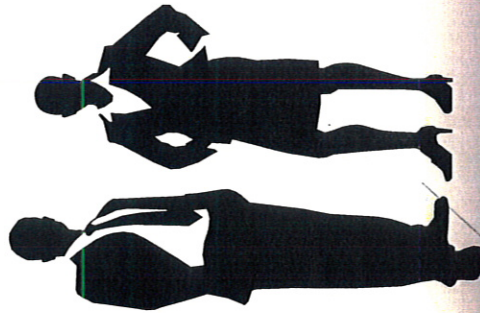
Downtown Norfolk Vehicle Parking District
City of Norfolk
309 N. 5th St.
Norfolk, Nebraska 68701

Checks should be made payable Downtown Norfolk Vehicle Parking District

Parking is reserved in Lot I-2 for the businesses listed. Contact the Norfolk Police Department at 402-644-8700 to report any vehicle not displaying a Lot I-2 tag if the vehicle continues to park in Lot I-2 after a courtesy warning.

MAPS WITH SIGNAGE

3' x 3'
digital print



styles
(not to scale)



A



B



C



D



E

42" x 4'-8" Lot Signs










Parking Stall Signs

LOVE Signs
Manufacturers of Ideas

City of Norfolk - V.P.D.



ALL RIGHTS RESERVED. NO PART OF THIS DRAWING MAY BE DISTRIBUTED TO OTHERS OR REPRODUCED IN ANY FORM WITHOUT WRITTEN PERMISSION FROM LOVE SIGNS OF NORFOLK.

A		B		C		D	   	E	 
	42" x 56"		12" x 18"		12" x 18"		12" x 5.1/2"		12" x 5.1/2"
	30		87		48		135		58

*Some stalls were handicapped and only labeled on the concrete, not by a sign, as well as some parking lots have no handicapped parking. This signage to be determined later by the board.

The 3' x 3' digital prints are to cover and replace existing sign copy to further help directions. This copy to be decided later as well.

3' x 3'
digital print

36" x 36"
(Appendix 11)

12" x 18"
(to be determined)

